

Drug Disposal Record

Discontinued, expired or unused drugs, prescription (Rx) or over-the-counter (OTC), must be counted and disposed of in accordance with OAR 411-050-0655. A witness is required for counting and disposal of controlled substances.

Resident name: <input type="text"/>				Reason for disposal				Method of disposal				Signatures		
AFH name: <input type="text"/>														
Date (xx/xx/xxxx)	Name of drug	Drug strength	# of pills, patches or ml of liquid disposed	Discontinued	Expired	Unused	Other – Describe	Flushed	Coffee grounds	Cat Litter	Pharmacy drug take back facility	Other — Describe	Staff name who counted and disposed of the medication	Witness (if controlled substance)

Printed Staff Name:

Signature:

Printed Staff Name:

Signature:

Printed Staff Name:

Signature:



Check with the dispensing pharmacy for policies on returning discontinued, expired or unused drugs prior to destroying.

- **Record retention:** Retain completed Drug Disposal Sheets in the resident's records for at least three years following the resident's departure from the AFH.
- **Resident moves from AFH:** Never send discontinued or expired drugs (Rx or over-the-counter (OTC) drugs with the resident to another setting.
- **Deceased resident:** Once a resident is deceased, all of the resident's prescription (Rx) drugs must be destroyed. They **may not** be given to anyone else after the resident's death.
- **Controlled substances:** Unused, discontinued or expired controlled substances including narcotics and benzodiazepines should be disposed of using an approved controlled substance public disposal site. A witness is required for counting and disposal of controlled substances.
- **Public disposal sites:** Drugs that cannot be returned to the pharmacy must be disposed of in accordance with local laws or ordinances. Do not dispose of drugs in containers used for sharps. For information on controlled substance public disposal sites, go to: <https://apps.deaiverison.usdoj.gov/pubdispsearch/spring/main?execution=e1s1>.
- **General disposal guidance:**
 - Ask your local pharmacy about local disposal sites if you are unable to find a nearby resource at the website provided above.
 - Make sure to remove or completely black out resident names, name of drug, etc. on the pharmacy label in accordance with HIPAA and Privacy laws.
 - All drugs being disposed of must be made **unusable** by humans or animals:
 - Pour medicine in a sealable plastic bag;
 - Add water to dissolve;
 - Add kitty litter, sawdust or coffee grounds/
 - Seal the bag and place tape over the seal to ensure the bag does not open;
 - Place in rodent-proof, covered trash container that is picked up at least weekly.
 - Transdermal patch disposal:
 - Fold patch in half with the sticky sides together.
 - Flush fentanyl patches down the toilet.

Place all other transdermal patches in a sturdy container and properly dispose of in the garbage.

If there are more than nine drugs to be counted and disposed of for a resident please use a second form to list them.